

STATE OF HAWAII
NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER 103D, HRS,
CONTRACT

TO: Chief Procurement Officer

FROM: Department of Agriculture
(Department/Division/Agency)Name of Contractor: Big Island Farm Bureau P.E. Reference Number: 03-10-R

Description of goods, services, or construction:

Agro-tourism project for Maui and the Big Island.

The scope of work for the contract is revised as follows:

Original Contract Price: \$ _____

Amended Contract Price: \$ no change

This / These amendment(s) are necessary because:

The Big Island Farm Bureau was in a staff transition when the contract was executed. The new staff person started on June 11, 2003. The termination date of this project is September 24, 2003. They would like to extend the contract until January 31, 2004. There are no amendments to the scope of services or contract price

Direct questions to: Donna ShimaPhone: 973-9465

*Pursuant to S 103D-102, HRS, and § 3-120-5, HAR, I Certify that the information provided above is,
to the best of my knowledge, true and correct*

 8/13/03
 Department/Head or Designee Date

Chairperson, Board of Agriculture

Title (If other than Department Head)

8/19/03
 Date Posted: 8/19/03


A copy of this notice of amendment shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public, at least seven (7) calendar days prior to any approval action.

Submit written objections to this notice of intent to amend a procurement exemption contract within seven (7) calendar days from the date posted to:

Chief Procurement Officer
 Office/Agency Department of Agriculture
 Address 1428 South King Street
Honolulu, Hawaii 96814

Please ensure adherence to applicable administrative and statutory requirements.

☒ APPROVED☐ DISAPPROVED

 8/27/03
 Chief Procurement Officer Date

'02 JUL 23 P12:13

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: CHIEF PROCUREMENT OFFICER

FROM: Department of Agriculture
(Department/Division/Agency)

RE: REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

Description of goods or services:
Agro-tourism Development

Name of Vendor: Big Island Farm BureauCost: \$ 65,000.00Term of Contract: From Date of Execution To 1 year from date of execution

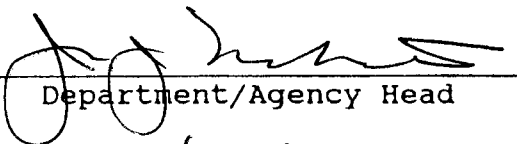
- (1) Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State;
There were two agro-tourism proposals that were submitted. We asked the two groups to combine projects and broaden the scope to include both Maui and the Big Island. These two islands represent the majority of the agro-tourism activities taking place in the state. The project will have a more collaborative effort for Hawaii's agro-tourism. Some activities covered by this project such as connecting with agro-tourism experts from other states can be of benefit to both islands.
- (2) Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable;
We received a one time allotment of funds from USDA under Section 7 and 8 of Public Law No. 107-25 to promote specialty crops. We requested proposals based on criteria, but with a general scope on the industry and type of project. Please see the attached memo that was distributed. There were over 50 proposals that were submitted by different companies and associations. All proposals were reviewed and selected based upon the criteria listed in the memo. Negotiations on the budget amounts and content of the proposals were discussed with the associations or companies if changes were necessary. Letters were sent to each association or company that submitted a proposal to inform them whether their projects were accepted or not.

(Attach Additional Sheets if Necessary)

- (3) A description of the agency's internal controls and approval requirements for the exempted procurement; and
After the chairperson signs the contract, the department will monitor the terms of the contract. The contractor will receive funds in increments based on their progress reports and detailed expenditures. Please see attached document entitled, "Payment and Reporting Schedule." The contractor will not receive funds if progress reports and detailed expenditures do not meet standards.
- (4) A list of agency personnel, by position title, who will be involved in the approval process and administration of the contract:
Chairperson, Deputy to the Chairperson, Administrator of Agriculture Development Division
- _____
- _____
- _____

Direct questions to: Donna Shima ph. 973-9465

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.



Department/Agency Head

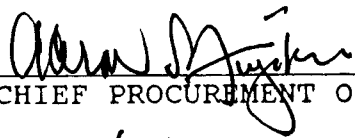
Date: 7/22/02

CHIEF PROCUREMENT OFFICER'S COMMENTS:

Please ensure adherence to applicable administrative requirements.

This exemption should be considered for list attached to Chapter 3-120, HAR: Yes _____ No _____.

X APPROVED _____ DENIED

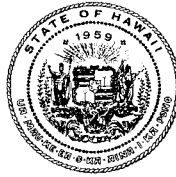


CHIEF PROCUREMENT OFFICER

Date: 8/8/02

cc: Administrator
State Procurement Office

BENJAMIN J. CAYETANO
Governor



State of Hawaii
DEPARTMENT OF AGRICULTURE
1428 South King Street
Honolulu, Hawaii 96814-2512

October 3, 2001

JAMES J. NAKATANI
Chairperson, Board of Agriculture

LETITIA N. UYEHARA
Deputy to the Chairperson

Mailing Address:
P.O. Box 22159
Honolulu, Hawaii 96823-2159

Fax: (808) 973-9613

To: Commodity Associations

From: James Nakatani, Chairperson
Board of Agriculture

Re: Funds for Promoting Specialty Crops

The Hawaii Department of Agriculture has received finds from the United States Department of Agriculture under Sections 7 and 8 of Public Law No. 107-25 to promote specialty crops. This is a one-time funding opportunity that includes a fairly broad category, so a wide variety of projects could be considered. If proposals are only an extension or continuation of current marketing or research efforts, they will not be considered.

The Department is accepting proposals based on the following criteria:

1. Projects that will have an immediate impact on the agricultural community and a broader industry-wide benefit.
2. Project proposals need to indicate how these projects will be sustained in the subsequent years since this funding is only for one year.
3. Projects that explore new opportunities such as, but not limited to value-added product development, biotechnology, or new market concepts are encouraged.

Proposals should include the following:

- Name of Association
- Description of project plan including budget breakdown
- Amount of funds requested
- Overall benefit to the industry
- How project will fit into long term plan of industry
- Industry in-kind and monetary contributions

It is the intention of the Department to expedite the review and approval process. Proposals will be reviewed by the Board of Agriculture and the Department. Please submit proposals by **FRIDAY, NOVEMBER 15, 2001** to the following address:

Mr. James Nakatani, Chairperson
Board of Agriculture
P.O. Box 22159
Honolulu, Hawaii 96823-2159



Payment and Reporting Schedule

Execution: 40% of total amount

6 months: 40% of total amount, Detailed Expenditures, Progress Report

1 year: 20% of total amount, Detailed Expenditures, Progress Report